



HEALTH AND HUMAN SERVICES DEPARTMENT

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Public Health
Prevent. Promote. Protect.

PERMIT TO SELL TOBACCO PRODUCTS IN THE CITY OF NEWTON

updated 2/11

1. Applicant must go to the Massachusetts Department of Revenue-Excise tax division, Government Center, 100 Cambridge Street, 2nd floor, Boston (617-887-5090)
 - A. complete application to sell cigarette and tobacco products (cigars exempt)
 - B. you will need the name of your tobacco wholesaler at this time
 - C. pay \$ 50.00 fee cash or check payable to the Commonwealth of Massachusetts
 - D. a receipt will be issued to you at this time with a license number. this license is valid for two (2) years

Note: If you are leasing a vending machine from your tobacco wholesaler then the wholesaler is required to obtain the license from the department of revenue

Sale of cigars only are exempt from step 1-proceed to step 2

Only after you have completed step 1 may you proceed to step 2.

2. Complete in full an application for tobacco sales permit at the Newton Health Department 1294 Centre Street, Newton Centre (617-796-1420) located across from the First Baptist Church at the corner of Beacon and Centre streets.
 - A. state license required (bring state excise tax division receipt with you to the Health and Human Services Department)
 - B. pay \$ 100.00 fee in cash or check made payable to the city of Newton

Note: this fee is waived if you use a tobacco vending machine that you lease from your tobacco wholesaler

3. You must read and understand all of the regulations and responsibilities of being a tobacco sales vendor in the city of Newton
4. You must acknowledge familiarity with the regulations by completing the tobacco sales permit checklist
5. Conduct employee education and training emphasizing i.d. requirements and no sales to minors (no documentation required)
6. Understand the importance of compliance with regulations controlling youth access to tobacco products. compliance checks are conducted four (4) times a year
7. Understand that free standing, i.e. self service displays of tobacco products are not allowed without written permission from the Commissioner of Health and Human Services, City of Newton
8. Understand requirements for store signage
9. All permits from the City of Newton Health and Human Services Department for the sale of tobacco products are hand delivered. additional explanation of the regulations and all other requirements will be explained at that time
10. Permits are valid from July 1 through June 30 of each calendar year
11. Permits to sell tobacco products in the City of Newton are non-transferable

Note: There is no current restriction on the location or vehicle used to sell tobacco products so long as the individual holds a valid permit to sell said products issued by the Newton Health Department. For additional information contact City of Newton Health and Human Services Department at 617-796-1420.